

King, Valerie A.

From: Carchman, Loreen
Sent: Monday, September 23, 2002 12:41 PM
To: King, Valerie A.
Subject: Spreadsheet

When you get a chance, (sometime in the next 2 weeks?)n could you please generate a spreadsheet that has the following columns:

- 1 - Study No. (this would include ours as well as the vendor)
- 2- Study - this would include ST/LT studies - under that if you could indent under the study any additional method development, validation/sample analysis/Clinimetrics/Sherer, etc, that is related to that specific study.
- 3 - vendor
- 4 - start date
- 5 - end date
- 6 - # of participants
- 7 - total \$
- 8 - description - this would include break down of groups (i.e. 20 participants - no smoking, etc..., and what samples are being analyzed, etc....)
- 9 - project agreement no.
- 10 - any thing I may have missed.

I think Denise could do this with your help. Having this info organized in this fashion would help my simple mind keep these simple things straight....thanks, -L

-L